

**PROCEEDINGS OF THE PREBID MEETING HELD ON 30<sup>th</sup> NOVEMBER, 2017 IN THE COMMITTEE HALL OF THE ADMINISTRATIVE BUILDING AT 11.00 a.m.**

After detailed discussions, the following point emerged. The details are as follows :

- 1) This Academy is exempted from GST payment, hence bidders have to quote the bid without GST.
- 2) Cleaning activity should be completed before 09.00 a.m. every day in all the Rooms in the buildings.
- 3) In Annexure – I (A) at Sl. No. 24 i.e. Faculty House area may be deleted.
- 4) In Annexure-II (B) at Sl. No. 7 i.e. Toilets (All Office Buildings) may be read as 60 nos. instead of 33 nos.
- 5) Cost of the Tender Document and EMD amount has to be submitted in the form of Demand Draft while submitting hard copy of the Tender document. The submission of EMD amount is exempted for the firms registered with NSIC/MSME.
- 6) Acknowledgment sheet of IT sheet may be submitted for the last three years.
- 7) The Contractor has to pay Minimum Wages (Central) to their staff members and any escalation of salaries by the Central Government from time to time may be intimated to this Office. They can pay the enhanced salaries and claim reimbursement.
- 8) The Contractor at his own cost has to provide Uniforms with Company Logo, name Badge to all their staff for identity.

**The above modifications may be noted by all Tenderers and submit their tender document.**

Modified materials required is as follows :

### ANNEXURE - III

## (C)

Material required for housekeeping including sanitation of office buildings and cleaning of roads and pavements at NAARM per month.

Materials to be used: - The implements / tools , wheel barrows (for cleaning and dumping the wastes at assigned place) will have to be borne by the contractor

Sl.No.	Material required	Approximate Quantity
1.	Room Fresheners	60 Nos.
2.	Phenyl	250 ltrs
3.	Dettol	15 ltrs
4.	Soap Oil	60 ltrs
5.	Harpik	26 bottles
6.	Collin	5 ltrs
7.	Wheel washing powder	8 kgs
8.	Sabina	5 kgs
9.	Naphthalene balls	8 kgs
10.	Odonil cakes	30 pkts 12 each
11.	Odonil packets	130 pkts
12.	Yellow / white cloth	3 doz.
13.	Coconut Brooms	75 Nos.
14.	Bombay Brooms	20 Nos.
15.	Green scrubber	4 boxes
16.	Floor Mops (Cotton)	25 Nos.
17.	Floor Wipes	8 Nos.
18.	Hand brushes	8 Nos.
19.	Brasso liquid	500ml.
20.	Hand Wash Soap Solution (for dispensers in all bathrooms	13 ltrs.

Material should be used as per ISI mark wherever possible and every month the consumable items required for cleaning has to be kept under the supervision of Incharge, Outsourcing and it will be issued as and when required on day to day basis.

Signature of the Tenderer